

**MINUTES**  
**STATE BOARD FOR COMMUNITY AND JUNIOR COLLEGES**  
**BOARD MEETING**  
**September 19, 2008**

The regular meeting of the State Board for Community and Junior Colleges (SBCJC) met at 9:00 a.m. at the State Board for Community and Junior Colleges, 3825 Ridgewood Road, Room 507 of the Education and Research Center in Jackson, Mississippi, on September 19, 2008.

**Members present:** Mr. George Walker, Mr. Max Huey, Mr. Chip Crane, Mr. Napoleon Moore, Mr. Bobby Steinriede, Mr. Ed Perry, Mrs. Patricia (Pat) Dickens, and Mr. Henry (Bubba) Hudspeth. The following members were absent: *Mrs. Brenda Yonge and Mr. Bruce Martin.*

**SBCJC Staff in attendance:** Dr. Eric Clark, Mrs. Deborah Gilbert, Dr. Larry Day, Dr. Fiona Qualls, Mrs. Missy Saxton, Dr. Debra West, Mr. Ray Smith, and Mr. Kell Smith.

**Guests in attendance:** Dr. Reggie Sykes, Institutions of Higher Learning (IHL); Mr. Chuck Rubisoff, via telephone, Office of the Attorney General; and Ms. Elizabeth Crisp of the Clarion-Ledger.

**CALL TO ORDER**

Mr. George Walker called the meeting to order at 9:02 a.m.

**PRELIMINARIES**

Mrs. Patricia Dickens gave the invocation.

**Approval of the Minutes of the August 14, 15, and 27, 2008 Meetings**

In a motion made by Mr. Bubba Hudspeth and seconded by Mr. Chip Crane, the SBCJC board **voted unanimously** to approve the minutes of the August 14, 15 and 27, 2008 meetings.

**Approval of Agenda**

In a motion made by Mr. Chip Crane and seconded by Mr. Max Huey, the SBCJC board **voted unanimously** for approval of the day's agenda.

Mr. George Walker announced the next meeting of the State Board for Community and Junior Colleges will be at Huntington's Grille on County Line Road in Jackson, at 6:00 p.m. on October 16, 2008. Following the dinner meeting, we will adjourn at 7:30 to the Hattiesburg Room in the Hilton Hotel to transact business. On October 17, 2008, the SBCJC will meet at 3825 Ridgewood Road, Room 507, at 9:00 a.m.

## **REPORTS/ACTION**

### **Executive Director's Report**

Dr. Eric Clark began his report by requesting to telephone Mr. Chuck Rubisoff, Attorney General Representative to the SBCJC, who is in Chicago, and asking Mr. Rubisoff to update the board on two topics: EDNET and Getty Images. Mr. Walker indicated that would be fine. Mr. Rubisoff was reached by telephone and gave his report to the board. He said the Attorney General's Office (AGO) had received the opinion request from Mr. Bruce Martin, SBCJC Board Member and EDNET Board Member, requesting an opinion regarding EDNET and the leasing of state owned bandwidth without monetary compensation. The request for an opinion was assigned to Ellen O' Neal of the AGO. Ms. O'Neal prepared a draft opinion and it is being reviewed by the attorneys in the Opinion Section of the AGO. Mr. Rubisoff hopes the opinion will be issued today or Monday, September 22, 2008.

Mr. Rubisoff reported that Getty Images sent a notification to SBCJC that a copyrighted photograph is on our website. They requested that we produce documentation that showed our license to use the photograph or pay them an amount just over \$1,000.00. Records were researched but no license was found. Staff immediately took the photo down from the SBCJC website. The photo was a very generic photo of a man seated at a laptop computer. Mr. Rubisoff contacted Mr. Larry Schemmel, an attorney in the AGO, who is a trademark attorney. Mr. Schemmel recommends that no payment be made to Getty Images. He is of the opinion that the use was fair use for non-profit educational purposes. SBCJC has received additional correspondence from Getty Images, requesting payment of \$600.00. This matter is currently in Getty Images' Compliance Department, not their Legal Department. Mr. Rubisoff thinks the SBCJC would welcome the issue being transferred to the Getty Images Legal Department so discussions of the issues of our fair-use for non-profit educational purpose can take place. He recommends that SBCJC take no action at this time.

Mr. Walker paused to introduce guests. Ms. Elizabeth Crisp, a reporter from The Clarion Ledger was in attendance.

Dr. Clark continued with his report, informing the Board Members of his activities. He attended the Pearl River Community College (PRCC) 100 year celebration. PRCC was the first community college in Mississippi, started in September 1909. He traveled to Northwest Community College (NWCC) to speak at the Lamplighter's conference. This group recognizes the top faculty at our community colleges and is a reward for great teaching. The Mississippi Association of Colleges (MAC) is scheduled to be held at Delta State University at the end of September. This conference is an opportunity for all Mississippi colleges and universities, both public and private, to get together and share information on a wide variety of topics.

Dr. Clark shared a preliminary count on student enrollment. Figures are up at all community colleges with the exception of one. He stressed that these figures are not audited figures. The enrollment, system-wide, is up from 67,719 students to 73,257 students. That is an increase of 8.2%. After the numbers are audited, he believes the enrollment numbers will be above 70,000. Dr. Clark reported that enrollment is up significantly in the Mississippi Virtual Community College (MSVCC). In 2000, there were 1,432 students taking 63 courses. Currently there are 20,710 students taking an



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average of two classes, for a total 42,292 enrollments. Compared to one year ago, enrollment is up 17.4% from Fall 07 and compared to this past Spring, enrollment is up 9.4%.

Dr. Clark spoke about SBCJC's continued efforts of improving teleconferencing capabilities. There is a strong element of teleconferencing built into the WIMBA program, a component of the MSVCC. The SBCJC staff will continue to explore this option. This is possibly the answer to easier and less expensive teleconferencing.

National Homeland Security encourages many different types of organizations to become active in the National Incident Management System (NIMS). NIMS' training provides a common language to be used during incidents that affect a location or regions affected by disaster. One of the fifteen community colleges applied for a Homeland Security-related grant. In order for the college to be able to apply for the grant, the SBCJC had to become NIMS compliant, which it did and allowed the college to apply for the grant. There are several levels of training that SBCJC has to be involved in, as well as the colleges. Dr. West has prepared a memo and has sent it to the colleges, requesting help from them to get our system up to the maximum level of compliance with the federal standards. One aspect is to allow the colleges and possibly SBCJC, to apply for grants related to Homeland Security.

At the July board meeting, SBCJC staff was asked to provide a report on grants and how our colleges are applying for and utilizing grants. This report was shared with board members.

Dr. Clark has been working on streamlining and reorganizing the agency staff. These changes will take place on October 1. He values face-to-face contact with the colleges and feels that the agency can improve on this, as well as making processes more efficient.

Dr. Clark continues to prepare for the LBO Budget Hearing and reminded everyone of the LBO Hearing scheduled for September 23, at 2:30, at the Woolfolk building.

Dr. Clark concluded his report.

#### **Career Technical Report**

Dr. Debra West said there are currently no requests for Career and Technical Education Programs.

#### **Workforce Report**

Dr. West presented **Exhibits A1 and A2** as the Workforce Budget Reports. She reviewed the Workforce Training Fund (Exhibit A1) with board members. She also presented in a PowerPoint presentation and hand out (Exhibit A2), the current state of obligated Workforce funds. This presentation shows accomplishments, most popular training categories, training locations, as well as information pertaining to revenue, expenditures and carry-over figures.

Dr. West brought the Board Members up to date on the pilot program between Jones County Junior College (JCJC) and the South Mississippi Correctional Facility (SMCF).

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She said JCJC has begun to offer the workforce training classes at SMCF. This program has received the funding as promised from MDES and is different from what has been offered in the past when credit program training was provided. Currently, this is non-credit, short-term workforce training and the training is delivered more quickly to short-term inmates.

### **Grants Report**

Dr. West presented **Exhibit B**, which shows the description, funding source, focus and the number of schools involved in grants for the past month.

### **Accountability and Technology Report**

Dr. Larry Day presented the Accountability and Technology Report. He provided reports on enrollment audits that have been conducted this year. He further reported that enrollment has increased by 2.5% from FY 08 over FY 07. And our system is continuing to grow annually, as well as each term.

### **Program Report**

Dr. Fiona Qualls reported the MAC Conference is September 28-30 in Cleveland and she has been working in conjunction with IHL staff to prepare information for the conference. She reported the Articulation Agreement is almost completed and will be ready to go very soon. It will go into effect Fall 2009. This will allow institutions time to make any changes they need to make with the courses they are going to offer. Dr. Qualls commended Dr. Reggie Sykes of IHL for his work on the Articulation Agreement. A positive element that has come out of the meetings concerning the Articulation Agreement is collaboration among the various educational institutions in the state has improved. Dr. Lynn House of IHL is reporting on the improvements in collaboration and will present that information at the MAC conference. Dr. Qualls reported that recruitment and retention will be discussed at MAC and will be presented by a team of staff comprised of IHL, SBCJC, and private sector institutions.

The East Mississippi Community College (EMCC) continues to pursue establishing its own nursing program. Fourteen of the fifteen community colleges have their own nursing program and EMCC would like administer this program also. There is a three-step process in applying; Stage One is the establishment of need, Stage Two is to hire a director to start setting up the program and Stage Three is when the students are accepted and brought into the program. There has been some resistance for establishing this program and it will be delayed another month until the IHL can meet again. This will be on the IHL October agenda.

Dr. Qualls provided the CPSCR Commission meeting report, **Exhibit C**, which was held on September 16, 2008.

ABE and GED recently held their largest training session for instructors, in part due to the \$100,000.00 the program received from the Legislature for the Dropout Recovery Initiative for the colleges to expand their GED programs. There are 23 new instructors. The ABE Directors meeting will be held in Southaven next week and Dr. Qualls will attend with Mrs. Eloise Richardson and Mr. Danny Seal.



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On behalf of Christian Pruett, the Director of the MSVCC, Dr. Qualls thanked all of the Board Members for their participation in the Special Teleconference Board Meeting held in August. WIMBA representatives have been visiting the SBCJC offices to provide support. The Blackboard update has been completed and this has helped tremendously with their program.

Dr. Qualls handed out copies of two IHL reports called, "Blue Ribbon Committee on Redesign of Teacher Preparation" and "Education Policy Committee Recommendations," respectively.

Mr. Walker called for a Recess at 10:25 a.m. and the meeting reconvened at 10:40 a.m.

**Legislative Report**

Dr. Clark reported that the SBCJC's Joint Legislative Budget Hearing, for Administration and Support Budgets is Tuesday, September 23 at 2:30 p.m. The representatives for the colleges will be Dr. Willis Lott and Dr. Clyde Muse. Representatives for the SBCJC board will be Mr. George Walker and Dr. Eric Clark. Dr. William Lewis will present information pertaining to capital improvements.

**Finance Report**

Mrs. Deborah Gilbert began the Finance report by referring SBCJC members to the Finance agenda tab.

**Attachment 1** is the approval request for General Fund Disbursements from Fund 2298 for October (\$10,001,298.00), November (\$10,001,298.00) and December 2008 (\$10,001,296.00).

In a motion made by Mr. Ed Perry and seconded by Mr. Chip Crane, the SBCJC Board **voted unanimously** to approve the General Fund Disbursements from Fund 2298 for October (\$10,001,298.00), November (\$10,001,298.00) and December 2008 (\$10,001,296.00).

**Attachment 2** is the approval request for Budget Contingency Fund Disbursements for October (\$662,625.00), November (\$662,625.00) and December 2008 (\$662,625.00).

In a motion made by Mr. Ed Perry and seconded by Mrs. Patricia Dickens, the SBCJC Board **voted unanimously** to approve the Budget Contingency Fund Disbursements for October (\$662,625.00), November (\$662,625.00) and December 2008 (\$662,625.00).

**Attachment 3** is the approval request for the Education Enhancement Fund Disbursements for September 30, 2008. Disbursement for Fund 4080 is \$2,871,341.00. Disbursement for Fund 4110 is \$82,112.00. The total disbursement is \$2,953,453.00.

In a motion made by Mr. Ed Perry and seconded by Mr. Napoleon Moore, the SBCJC Board **voted unanimously** to approve the Education Enhancement Fund Disbursements for September 30, 2008. Disbursement for Fund 4080 is \$2,871,341.00. Disbursement for Fund 4110 is \$82,112.00. The total disbursement is \$2,953,453.00.

**Attachment 4** is an Update on Education Enhancement Fund Reductions. This is for informational purposes only and does not require action.

**Attachments 5a. and 5b.** are the Financial Statements for General Fund 2291 and Special Funds as of Close of FY 2008. This is for informational purposes only and does not require action.

**Attachment 6** is a report on Lapse and Carry Forward Funds for FY 2008. This is for informational purposes only and does not require action.

**Attachments 7a. and 7b.** are the Financial Statements for General Fund 2291 and Special Funds as of August 31, 2008, FY 2009. This is for informational purposes only and does not require action.

**Attachments 8a., 8b., 8c., 8d., and 8e** are Community and Junior College Financial reports. All are for informational purposes only and none require action.

Mrs. Gilbert concluded the Finance Report.

#### **Travel Authorizations**

In a motion made by Mr. Bubba Hudspeth and seconded by Mr. Chip Crane, the SBCJC Board **voted unanimously** to approve travel authorizations for travel to the monthly SBCJC Board Meeting, travel to the Mississippi Association of Colleges Conference in Cleveland, September 28, 29 and 30, 2008, and travel to the LBO Budget Hearing on September 23<sup>rd</sup>.

#### **ADJOURNMENT**

There being no other business, Mr. Walker adjourned the meeting at 10:49 a.m.

Recorded by:

  
Missy Saxton

  
Mr. George Walker, Chairman

  
Dr. Eric Clark, Executive Director

#### **Exhibits**

Workforce Report \_\_\_\_\_ A

Grant Report \_\_\_\_\_ B

Program Report \_\_\_\_\_ C

Finance Report \_\_\_\_\_ Separate Agenda